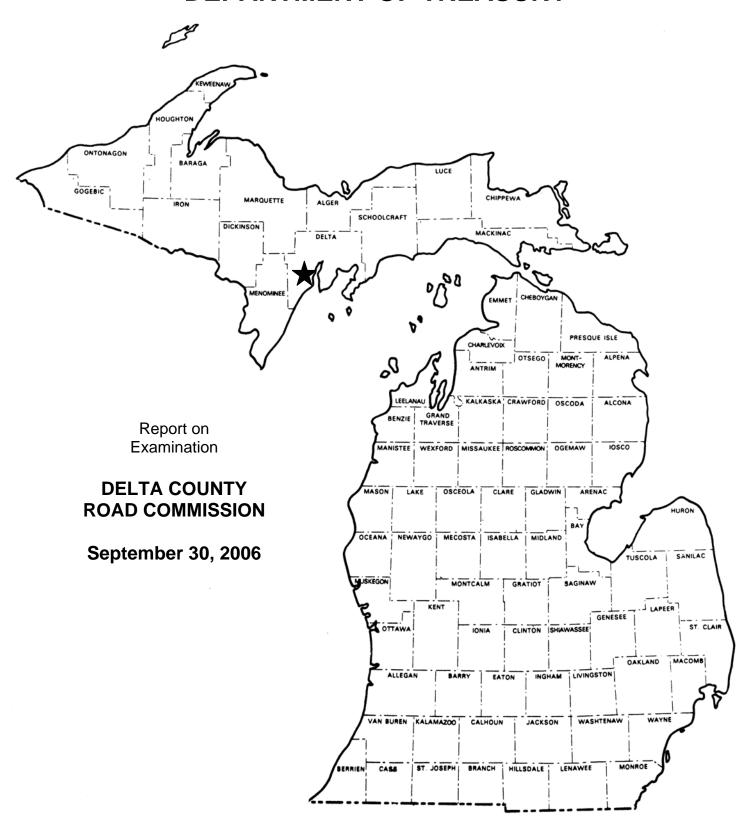
# STATE OF MICHIGAN JENNIFER M. GRANHOLM, Governor DEPARTMENT OF TREASURY



Local Audit and Finance Division
Bureau of Local Government Services

#### BOARD OF COUNTY ROAD COMMISSIONERS

Mike Larrabee Chairman

Peter Stropich Vice-Chairman John LaTulip Member

Roger VanDrese Managing Director Robert VanEffen Assistant Managing Director

Amy J. Tatrow Finance Director

Martha L. Holtslander Office Clerk

COUNTY POPULATION--2000 38,473

STATE EQUALIZED VALUATION--2006 \$1,313,278,170



JENNIFER M. GRANHOLM
GOVERNOR

ROBERT J. KLEINE STATE TREASURER

January 18, 2007

Delta County Road Commission Board of County Road Commissioners 3000 32<sup>nd</sup> Avenue North Escanaba, Michigan 49829-9315

**Independent Auditor's Report** 

Dear Commissioners:

We have audited the accompanying basic financial statements of the Delta County Road Commission, a component unit of Delta County, Michigan, as of and for the year ended September 30, 2006, as listed in the table of contents. These financial statements are the responsibility of the Road Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Delta County Road Commission, as of September 30, 2006 and the changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated January 18, 2007, on our consideration of the Delta County Road Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance

Delta County Road Commission January 18, 2007 Page 2

with <u>Government Auditing Standards</u> and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis on pages 1 through 8 and the budgetary comparison information in Exhibits G and H are not part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Delta County Road Commission's basic financial statements. The accompanying supplementary and related information presented as Exhibits I through K is for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements, taken as a whole.

Cary Jay Vaughn, CPA, CGFM

Audit Manager

Local Audit and Finance Division

#### TABLE OF CONTENTS

|   | <u>Page</u> |
|---|-------------|
| MANAGEMENT'S DISCUSSION AND ANALYSIS  | 1           |
| BASIC FINANCIAL STATEMENTS  |             |
| EXHIBIT AStatement of Net Assets  | 9           |
| EXHIBIT BStatement of Activities  | 10          |
| EXHIBIT CBalance Sheet  | 11          |
| EXHIBIT DReconciliation of the Balance Sheet Fund Balance to the Statement of Net Assets  | 12          |
| EXHIBIT EStatement of Revenues, Expenditures and Changes in Fund Balance  | 13          |
| EXHIBIT FReconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance of Governmental Funds to the Statement of Activities   | 14          |
| NOTES TO FINANCIAL STATEMENTS   | 15          |
| REQUIRED SUPPLEMENTARY INFORMATION  |             |
| EXHIBIT GSchedule of RevenuesBudget and Actual  | 29          |
| EXHIBIT HSchedule of ExpendituresBudget and Actual  | 30          |
| SUPPLEMENTARY SCHEDULES   |             |
| EXHIBIT IAnalysis of Changes in Fund Balances   | 31          |
| EXHIBIT JAnalysis of Revenues   | 32          |
| EXHIBIT KAnalysis of Expenditures   | 33          |
| Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance With Government Auditing Standards. | 34          |
| Comments and Recommendations  | 36          |

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Delta County Road Commission's financial performance provides an overview of the Road Commission's financial activities for the fiscal year ended September 30, 2006. This discussion and analysis is designed to: a) assist the reader in focusing on significant financial issues; b) provide an overview of the Road Commission's financial activity; c) identify changes in the Road Commission's financial position (its ability to address the next and subsequent year challenges); d) identify any material deviations from the approved budget; and e) identify any issues or concerns.

#### Overview of the Financial Statements

This annual report consists of four parts: management's discussion and analysis (this section), the basic financial statements, required supplementary information, and an additional section that presents the operating fund broken down between primary, local and county funds. The basic financial statements include two kinds of statements that present different views of the Road Commission.

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Road Commission's overall financial status. These statements report information about the Road Commission, as a whole, using accounting methods similar to those used by private-sector companies. The Statement of Net Assets includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the Statement of Activities regardless of when cash is received or paid. The Statement of Net Assets and the Statement of Activities provide information about the activities of the Road Commission and present a longer-term view of the Road Commission's finances. The two government-wide statements report the Road Commission's net assets and how they have changed.
- The remaining statements are fund financial statements that focus on individual funds; reporting the operations in more detail than the government-wide statements. Fund financial statements tell how these services were financed in the short-term, as well as what remains for future spending.

#### Reporting the Road Commission as a Whole

The Statement of Net Assets and the Statement of Activities report information about the Road Commission, as a whole, and about its activities in a way that helps answer the question of whether the Road Commission, as a whole, is better off or worse off as a result of the year's activities. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All of the year's revenues and expenses are taken into account regardless of when cash is received or paid.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

The two statements mentioned above report the Road Commission's net assets and changes in them. The reader can think of the Road Commission's net assets (the difference between assets and liabilities) as one way to measure the Road Commission's financial health or financial position. Over time, increases and decreases in the Road Commission's net assets are one indicator of whether its financial health is improving or deteriorating.

#### Report of the Road Commission's Major Fund

The fund financial statements begin on page nine and provide detailed information about the major fund. The Road Commission has only one fund, the General Operations Fund, in which all of the Road Commission's activities are accounted. The General Operations Fund is a governmental type fund.

• Governmental Fund--The governmental fund focuses on how money flows into and out of this fund and the balances left at year end that are available for spending. This fund is reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Road Commission's general governmental operations and the basic service it provides. Governmental fund information helps the reader to determine whether there are more or fewer financial resources that can be spent in the near future to finance the Road Commission's services. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and the governmental fund in a reconciliation following the fund financial statements.

#### The Road Commission as a Whole

The Road Commission's net assets increased approximately 17.70% or \$2,211,202 from \$12,489,147 to \$14,700,349 for the year ended September 30, 2006. The net assets and change in net assets are summarized below.

Restricted net assets are those net assets that have constraints placed on them by either: a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the government to assess, levy, charge or otherwise mandate payment of resources and includes a legally enforceable requirement that those resources be used only for the specified purpose stipulated in the legislation. As such all assets (except for assets invested in capital assets-net or related debt) are considered restricted.

The net capital assets increased by \$2,347,854 primarily as a result of the significant amount of preservation/structural improvement projects completed during 2006.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

Net assets as of the year ended September 30, 2006 are as follows:

|  | Governmental Activities 09/30/05    | Governmental Activities 09/30/06  | Variance                          | Percentage                 |
|--|-------------------------------------|-----------------------------------|-----------------------------------|----------------------------|
| Current and Other Assets<br>Net Capital Assets                       | \$ 3,439,097<br>15,948,224          | \$ 3,157,975<br>18,209,400        | \$ (281,122)<br>2,261,176         | -8.17%<br>14.18%           |
| Total Assets   | 19,387,321                          | 21,367,375                        | 1,980,054                         | 10.21%                     |
| Current Liabilities Noncurrent Liabilities Total Liabilities         | 1,683,619<br>5,214,555<br>6,898,174 | 976,111<br>5,690,915<br>6,667,026 | (707,508)<br>476,360<br>(231,148) | -72.48%<br>8.37%<br>-3.35% |
| Net Assets Invested in Capital Assets Net of Related Debt Restricted | 10,803,224<br>1,685,923             | 13,069,056<br>1,631,293           | 2,265,832<br>(54,630)             | 20.97%                     |
| Total Net Assets   | \$ 12,489,147                       | \$ 14,700,349                     | \$ 2,211,202                      | 17.70%                     |

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

The following table presents a two year comparison of the Statement of Activities:

|  | 2005         | 2006         | Difference   | Percent  |
|--|--------------|--------------|--------------|----------|
| Program Revenue                            |              |              |              |          |
| Charges for Services                       | \$ 1,365,878 | \$ 1,253,812 | \$ (112,066) | -8.94%   |
| Operating Grants and Contributions         | 3,976,119    | 4,114,019    | 137,900      | 3.35%    |
| Capital Grants and Contributions           | 2,152,061    | 2,122,850    | (29,211)     | -1.38%   |
| General Revenue                            |              |              |              |          |
| Gain on Equipment Disposal                 | 27,766       | 15,878       | (11,888)     | -74.87%  |
| Total Revenue                              | 7,521,824    | 7,506,559    | (15,265)     | -0.20%   |
| Expenses                                   |              |              |              |          |
| Primary Routine and Preventive Maintenance | 1,426,537    | 1,524,407    | 97,870       | 6.86%    |
| Local Routine and Preventive Maintenance   | 1,152,246    | 1,089,559    | (62,687)     | -5.44%   |
| State Trunkline Maintenance                | 1,234,868    | 1,011,274    | (223,594)    | -18.11%  |
| Net Equipment Expense                      | 505,178      | 473,056      | (32,122)     | -6.36%   |
| Net Administrative Expense                 | 473,320      | 358,421      | (114,899)    | -24.28%  |
| Maintenance for Other Units                | 34,521       | 21,388       | (13,133)     | -38.04%  |
| Infrastructure Depreciation Expense        | 318,964      | 344,448      | 25,484       | 7.99%    |
| Compensated Absences                       | 29,762       | (42,341)     | (72,103)     | -242.27% |
| Interest Expense                           | 261,134      | 253,443      | (7,691)      | -2.95%   |
| Total Expenses                             | 5,436,530    | 5,033,655    | (402,875)    | -7.41%   |
| Increase in Net Assets                     | \$ 2,085,294 | \$ 2,472,904 | \$ 387,610   | 18.59%   |

The total revenue increased by less than 1 percent from 2005 to 2006, there were significant variances between certain revenue accounts. The Federal/State grants increased during the year and the State Trunkline decreased.

The most significant change in the expenses were related to the decrease in State Trunkline expenses, which decreased by \$223,594. The net administrative expense decreased as a result of a payoff of earned benefits to an employee who left during 2005. The compensated absences decreased as a result of two employees retiring during 2006.

We feel that Road Commission revenue and expenditures will always vary from year to year depending on so many factors, such as level of State/Federal funding for capitalization projects, level of local contributions for both maintenance and preservation, weather conditions that may require more or less maintenance, and State Trunkline maintenance and nonmaintenance expenses and revenue which vary from year to year.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

#### The Road Commission's Fund

The Road Commission's General Operations Fund is used to control the expenditures of Michigan Transportation Fund monies, distributed to the county, which are earmarked by law for road and highway purposes.

For the year ended September 30, 2006, the fund balance of the General Operations Fund decreased by \$71,315 (not including the restatement of the beginning fund balance) compared to an increase of \$40,930 in the fund balance for the fiscal year ended September 30, 2005. Total operating revenues were \$7,506,559, a decrease of \$15,266 as compared to last year. This change in revenues resulted from an increase in the number of Federal, State, and other contributions which was offset by a decrease in township contributions for local projects and State Trunkline expenditures for the year.

Total expenditures were \$7,536,944, an increase of \$56,049 in comparison to last year. This change in expenditures is primarily the result of a decrease in debt payments and an overall increase in wages and fringe benefits.

|                                      | 2005         | 2006         | Variance     | %       |
|--------------------------------------|--------------|--------------|--------------|---------|
| Revenues                             |              |              |              |         |
| Licenses and Permits                 | \$ 14,755    | \$ 15,065    | \$ 310       | 2.10%   |
| Federal Grants                       | 648,789      | 1,236,824    | 588,035      | 90.64%  |
| State Grants                         | 4,779,835    | 4,498,053    | (281,782)    | -5.90%  |
| Contributions From Local Units       | 642,843      | 448,939      | (193,904)    | -30.16% |
| Charges for Services                 | 1,351,112    | 1,014,724    | (336,388)    | -24.90% |
| Interest and Rents                   | 26,487       | 53,053       | 26,566       | 100.30% |
| Other Revenue                        | 58,004       | 239,901      | 181,897      | 313.59% |
| Total Revenues                       | 7,521,825    | 7,506,559    | (15,266)     | -0.20%  |
| Expenditures                         |              |              |              |         |
| Public Works                         | 7,459,532    | 7,562,071    | 102,539      | 1.37%   |
| Capital OutlayNet                    | (432,645)    | (391,664)    | 40,981       | -9.47%  |
| Debt Service                         | 454,008      | 366,537      | (87,471)     | -19.27% |
| Total Expenditures                   | 7,480,895    | 7,536,944    | 56,049       | 0.75%   |
| Excess of Expenditures Over Revenues | 40,930       | (30,385)     | (71,315)     | 174.24% |
| Fund BalanceBeginning                | 1,992,838    | 2,033,768    | 40,930       | 2.05%   |
| Restatement to Beginning             |              | (175,025)    | (175,025)    | 100.00% |
| Fund BalanceEnding                   | \$ 2,033,768 | \$ 1,828,358 | \$ (205,410) | -10.10% |

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

#### **Budgetary Highlights**

Prior to the beginning of any year, the Road Commission's budget is compiled based upon certain assumptions and facts available at that time. During the year, the Road Commission's Board acts to amend its budget to reflect changes in these original assumptions, facts and/or economic conditions that were unknown at the time the original budget was compiled. In addition, by policy, the board reviews and authorizes large expenditures when requested throughout the year.

The original revenue budget for 2006 was \$7,800,000, which was \$293,441 more than the actual revenue received for the year. The final amended budget was \$7,372,568, which was \$133.991 less than the actual revenue received. This was due, in large part, to the Road Commission receiving more funds from certain Federal, State and local projects during the year than originally planned.

The Road Commission's original expenditure budget was projected at \$6,736,855, while actual expenditures were \$7,536,944 resulting in actual expenditures being more than budgeted by \$800,714. There were budget amendments made throughout the year, however, the actual expenditures exceeded the final amended budget by \$48,449. This was primarily due to the Road Commission having more costs associated with maintenance and projects on the Local and Primary County road system.

The 2006 actual revenue and expenditures were also both affected by a contribution from private sources which was overlooked during budget amendments – and then were increased as the books were being closed out. A new subdivision road was taken into our system and had to be recorded as capital expenditure as well as a revenue source.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

#### Capital Assets

As of September 30, 2006, the Road Commission had \$18,209,400 invested in capital assets as follows:

|  | 09/30/05   | 09/30/06  | Percentage of Change   |
|--|--|---|--|
| Capital Assets Not Being Depreciated Land and Improvements Construction in Progress Infrastructure-Land and Improvements                                 | \$ 1,410,797<br>133,637<br>822,541   | \$ 1,412,362<br>301,974<br>1,027,737  | 0.11%<br>55.75%<br>19.97%  |
| Subtotal   | 2,366,975  | 2,742,073   | 13.68%   |
| Capital Assets Being Depreciated Buildings Road Equipment Shop Equipment Office Equipment Engineer's Equipment InfrastructureBridges InfrastructureRoads | 6,785,221<br>6,313,142<br>121,422<br>113,073<br>51,531<br>153,037<br>6,992,528 | 6,787,854<br>6,529,143<br>112,926<br>81,707<br>38,933<br>1,260,284<br>8,610,129 | 0.04%<br>3.31%<br>-7.52%<br>-38.39%<br>-32.36%<br>87.86%<br>18.79% |
| Subtotal   | 20,529,954   | 23,420,976  | 12.34%   |
| Total Capital Assets   | 22,896,929   | 26,163,049  | 12.48%   |
| Total Accumulated Depreciation   | (7,035,383)  | (7,953,649)   | 11.55%   |
| Total Net Capital Assets   | \$ 15,861,546  | \$ 18,209,400   | 12.89%   |

The Road Commission reported the infrastructure and other assets during the current year in the amount of \$3,488,553. The infrastructure recorded, during 2006, will be depreciated in the following year. The infrastructure is financed through Federal, State and local contributions. The Road Commission has, as of this year, has not retroactively reported infrastructure assets (assets acquired after 1980) as recommended by GASB No. 34.

This year's major capital asset additions included the following:

| Construction and Reconstruction of Bridges                 | \$ 2,724,848 |
|--|--------------|
| Various Resurfacing Projects and Related Land/Right-of-Way | 205,196      |
| Road Constuction in Progress                               | 242,702      |
| Land and Improvements                                      | 1,565        |
| Road Equipment   | 303,463      |
| Building   | 2,633        |
| Other Various Equipment                                    | 8,146        |
|  |              |
| Total Additions  | \$ 3,488,553 |

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

There were no new installment purchase agreements entered into during 2006; all the equipment was acquired with Road Commission funds.

#### Debt

At the year end, the Road Commission had no new installment agreement purchases or other debt obligations. The Road Commission has an outstanding limited debt obligation. During 2006, \$110,000 was paid in principal, leaving a balance of \$5,035,000. Bonds issued in prior years have been paid.

More detailed information about the Road Commission's long-term liabilities for vested employee benefits is presented in Note H to the financial statements.

#### Economic Factors and Next Year's Budget

The Board of County Road Commissioners considered many factors when setting the fiscal year 2007 budget. One of the factors is the economy. The Road Commission derives approximately 54% of its revenue from the fuel tax collected in 2006. The recent economic downturn has resulted in less consumption of fuel and consequently less Michigan Transportation Fund tax to be distributed. The Road Commission received approximately 15% of its revenues from township contributions during 2006. This amount fluctuates with the approved road projects and depends on what and how much the townships can afford to participate. During 2007, we expect to receive \$2,415,537 in Federal and State aid for road projects, some of which was deferred from 2006.

The above items were considered when adopting the budget for 2007. Amounts available for appropriation in the 2007 budget are \$7,999,537.

The board realizes, and the reader should understand, that there are not sufficient funds available to repair and/or rebuild every road in Delta County's transportation system; therefore, the board attempts to spend the public's money wisely and equitably and in the best interest of the motoring public and the citizens of Delta County.

#### Contacting the Road Commission's Financial Management

This financial report is designed to provide the motoring public, citizens and other interested parties a general overview of the Road Commission's finances and to show accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the Road Commission for Delta County administrative offices at: P.O. Box 527, Stephenson, MI, 49887.

#### DELTA COUNTY ROAD COMMISSION STATEMENT OF NET ASSETS September 30, 2006

#### **EXHIBIT A**

#### **ASSETS**

| Cash   | \$ 113,753              |
|--|-------------------------|
| Investments                                      | 1,237,485               |
| Accounts Receivable                              |                         |
| StateTrunkline Maintenance                       | 37,135                  |
| Michigan Transportation Fund                     | 643,269                 |
| StateOther                                       | 9,170                   |
| Due From Other Units of Government               | 10,770                  |
| Due on County Road Agreements                    | 199,041                 |
| Sundry Accounts                                  | 76                      |
| Inventories                                      |                         |
| Road Materials                                   | 623,045                 |
| Equipment Parts and Materials                    | 184,626                 |
| Prepaid Expenses                                 | 33,771                  |
| Restricted Cash                                  | 834                     |
| Long-Term Contract Receivable                    | 65,000                  |
| Capital Assets (Net of Accumulated Depreciation) | 18,209,400              |
| Total Assets                                     | 21,367,375              |
| LIABILITIES                                      |                         |
|  |                         |
| Current Liabilities                              |                         |
| Accounts Payable                                 | 567,832                 |
| Due to State of Michigan                         | 244,342                 |
| Accrued Liabilities                              | 55,233                  |
| Permit Fees                                      | 1,215                   |
| Driveway Snow Plowing Deposits                   | 2,145                   |
| Accrued Interest Payable                         | 105,344                 |
| Noncurrent Liabilities                           |                         |
| Advance From State                               | 458,850                 |
| Bonds Payable Due Within One year                | 115,000                 |
| Bonds Payable Due in More Than One Year          | 4,920,000               |
| Vested Employee Benefits Payable                 | 197,065                 |
| Total Liabilities                                | 6,667,026               |
| NET ASSETS                                       |                         |
| Investment in Capital Assets                     |                         |
| Net of Related Debt                              | 12 060 056              |
| Restricted for County Roads                      | 13,069,056<br>1,631,293 |
| Total Net Assets                                 | \$14,700,349            |

## DELTA COUNTY ROAD COMMISSION STATEMENT OF ACTIVITIES

**EXHIBIT B** 

For the Year Ended September 30, 2006

| Program Expenses                                |               |
|---|---------------|
| Primary Road Routine and Preventive Maintenance | \$ 1,524,407  |
| Local Road Routine and Preventive Maintenance   | 1,089,559     |
| State Trunkline Maintenance                     | 1,011,274     |
| Net Equipment Expense                           | 473,056       |
| Net Administrative Expense                      | 358,421       |
| Maintenance for Other Units                     | 21,388        |
| Infrastructure Depreciation                     | 344,448       |
| Compensated Absences                            | (42,341)      |
| Interest Expense                                | 253,443       |
| Total Program Expenses                          | 5,033,655     |
| Program Revenue                                 |               |
| Charges for Services                            |               |
| License and Permits                             | 15,065        |
| Charges for Services                            | 1,238,747     |
| Operating Grants and Contributions              | 1,230,747     |
| Michigan Transportation Funds                   | 3,872,072     |
| Contributions                                   | 188,894       |
| Investment Earnings                             | 53,053        |
| Capital Grants and Contributions                | 55,055        |
| Federal Grants                                  | 1,236,824     |
| State Grants                                    | 625,981       |
| Contributions                                   | 260,045       |
|   |               |
| Total Program Revenue                           | 7,490,681     |
| Net Program Revenue                             | 2,457,026     |
| General Revenue                                 |               |
| Gain on Equipment Disposal                      | 15,878        |
| Total General Revenues                          | 15,878        |
| Change in Net Assets                            | 2,472,904     |
| Net Assets                                      |               |
| Beginning of Year                               | 12,489,149    |
| Restatement to Net Assets (See Note F)          | (261,704)     |
| Restated Net AssetsBeginning of Year            | 12,227,445    |
| End of Year                                     | \$ 14,700,349 |

**GOVERNMENTAL** 

### September 30, 2006

|                                     | FUND TYPE                    |
|-------------------------------------|------------------------------|
| ASSETS                              | General<br>Operating<br>Fund |
|                                     |                              |
| Cash                                | \$ 113,753                   |
| Investments                         | 1,237,485                    |
| Accounts Receivable                 |                              |
| State Trunkline Maintenance         | 37,135                       |
| Michigan Transportation Fund        | 643,269                      |
| StateOther                          | 9,170                        |
| Due From Other Governmental Units   | 10,770                       |
| Sundry Accounts                     | 76                           |
| Due on County Road Agreements       | 199,041                      |
| Inventories                         |                              |
| Road Materials                      | 623,045                      |
| Equipment Parts and Materials       | 184,626                      |
| Prepaid Expenses                    | 33,771                       |
| Restricted Cash                     | 834                          |
| Long-Term Contracts Receivable      | 65,000                       |
| Total Assets                        | \$3,157,975                  |
| LIABILITIES AND FUND EQUITY         |                              |
| Liabilities                         |                              |
| Accounts Payable                    | \$ 567,832                   |
| Due to State                        | 244,342                      |
| Accrued Liabilities                 | 55,233                       |
| Advances                            |                              |
| Permit Fees                         | 1,215                        |
| Private Driveway Plowing            | 2,145                        |
| State Trunkline Equipment Purchase  | 375,107                      |
| State Trunkline Maintenance         | 83,743                       |
| Total Liabilities                   | 1,329,617                    |
| Fund Equities                       |                              |
| Fund Balance                        |                              |
| Reserved for                        |                              |
| Inventory                           | 807,671                      |
| Long-Term Receivables               | 65,000                       |
| Unreserved and Undesignated         | 955,687                      |
| Total Fund Equities                 | 1,828,358                    |
| Total Liabilities and Fund Equities | \$3,157,975                  |

#### DELTA COUNTY ROAD COMMISSION RECONCILIATION OF THE BALANCE SHEET FUND BALANCE TO THE STATEMENT OF NET ASSETS For the Year Ended September 30, 2006

**EXHIBIT D** 

| Total Governmental Fund Balance   |               | \$ 1,828,358 |
|---|---------------|--------------|
| Amounts reported for governmental activities in the Statement of Net Assets are different because:  |               |              |
| Capital assets used in governmental activites are not financial resources and, therefore, are not reported in the funds.                      |               | 18,209,400   |
| Other long-term assets are not available to pay for current period expenditures and, therefore, are not reported in the funds.  Bonds Payable | \$(5,035,000) |              |
| Compensated Absences  | (197,065)     | (5,232,065)  |
| The interest accrued up to the end of the year, but not due until the following year.   |               | (105,344)    |
| Net Assets of Governmental Activities   |               | \$14,700,349 |

#### DELTA COUNTY ROAD COMMISSION STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

For the Year Ended September 30, 2006

**EXHIBIT E** 

|   | Operating<br>Fund |
|---|-------------------|
| Revenues  |                   |
| Licenses and Permits                                    | \$ 15,065         |
| Federal Grants  | 1,236,824         |
| State Grants  | 4,498,053         |
| Contributions From Local Units                          | 448,939           |
| Charges for Services                                    | 1,014,724         |
| Interest and Rents                                      | 53,053            |
| Other Revenue   | 239,901           |
| Total Revenues  | 7,506,559         |
| Expenditures  |                   |
| Public Works  | 7,562,071         |
| Capital OutlayNet                                       | (391,664)         |
| Debt Service  | 366,537           |
| Total Expenditures                                      | 7,536,944         |
| Excess of Revenues Over                                 |                   |
| (Under) Expenditures                                    | (30,385)          |
| Fund BalanceOctober 1, 2005                             | 2,033,768         |
| Restatement to Fund BalanceOctober 1, 2005 (See Note F) | (175,025)         |
| Restated Fund BalanceOctober 1, 2005                    | 1,858,743         |
| Fund BalanceSeptember 30, 2006                          | \$ 1,828,358      |

#### DELTA COUNTY ROAD COMMISSION RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES For the Year Ended September 30, 2006

**EXHIBIT F** 

| Net Change in Fund BalanceTotal Governmental Funds                                   | \$ (30,385)  |
|--|--------------|
| Amounts reported for governmental activities in the statement are different because: |              |
| Governmental funds report capital outlays as expenditures.                           |              |
| However, in the Statement of Activities, the cost of those assets is allocated       |              |
| over their estimated useful lives as depreciation expense. This is the amount        |              |
| by which capital outlays exceeded depreciation in the current period.                | 2,347,854    |
| Equipment retirement is recorded as an expenditure credit in governmental            |              |
| funds, but not recorded as an expense in the Statement of Activities.                |              |
| Repayment of notes/leases payable is an expenditure in governmental funds,           |              |
| but reduces the long-term liabilities in the State of Net Assets                     | 110,000      |
| Some expenses reported in the Statement of Activities do not require the use         |              |
| of current financial resources and, therefore, are not reported as expenditures      |              |
| in governmental funds. (Increase in compensated absenses and decrease in             |              |
| interest expense)  | 45,435       |
| Change in Net Assets of Governmental Activities                                      | \$ 2,472,904 |

#### NOTES TO FINANCIAL STATEMENTS

#### **NOTE A--REPORTING ENTITY**

The Delta County Road Commission, which is established pursuant to the County Road Law (MCL 224.1), is governed by an elected 3 member board of county road commissioners. The Road Commission may not issue debt without the approval of the county board of commissioners, and property taxes would be levied under the taxing authority of the county, as approved by the county electors. If approval is granted, Road Commission taxes are levied under the taxing authority of the county, as approved by the county electors. The taxes would be included as part of the county's total tax levy as well as reported in the County Road Fund.

The criteria established by the Governmental Accounting Standards Board (GASB) Statement No. 14, "The Financial Reporting Entity," for determining the reporting entity includes oversight responsibility, fiscal dependency and whether the financial statements would be misleading if the component unit data were not included. Based on the above criteria, these financial statements present the Delta County Road Commission, a discretely presented component unit of Delta County.

The Road Commission Operating Fund is used to control the expenditures of Michigan Transportation Fund monies distributed to the county, which are earmarked by law for street and highway purposes. The board of county road commissioners is responsible for the administration of the Road Commission Operating Fund.

#### Basis of Presentation--Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Assets and the Statement of Activities) report information on all of the activities of the Delta County Road Commission. There is only one fund reported in the government-wide financial statements.

The Statement of Net Assets presents the Road Commission's assets and liabilities with the difference being reported as either invested in capital assets-net of related debt or restricted net assets.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expense are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

#### Basis of Presentation--Fund Financial Statements

Separate financial statements are provided for the operating fund (governmental fund). The operating fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE B--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Measurement Focus/Basis of Accounting--Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Amounts reported as program revenue include: (1) charges to customer or applicants for goods or services or privileges provided; (2) Michigan transportation funds, State/Federal contracts and township contributions. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

#### Measurement Focus/Basis of Accounting--Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Michigan transportation funds, grants, permits, township contributions and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenue of the current fiscal period. All other revenue items are considered to be available only when cash is received by the government.

When both restricted and restricted resources are available for use, it is the Road Commission's policy to use restricted resources first, then unrestricted resources as they are needed.

#### Cash, Cash Equivalents and Investments

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

#### Restricted Cash

Funds classified as restricted cash at September 30, 2006 consists of \$834 to be used for debt retirement.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE B--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### **Inventories**

Inventories are priced at cost as determined on the average cost method. Inventory items are charged to road construction and equipment maintenance, and repairs and operations as used.

#### Prepaid Expenses

Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges and similar items) are reported in the operating fund in the government-wide financial statements. Capital assets are defined by Delta County Road Commission as assets with an initial individual cost of more \$200 and an estimated useful life in excess of two years. Such assets are recorded at historical costs or estimated historical cost of purchase or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

#### Depreciation

Depreciation is computed on the sum-of-the-years'-digits method for road equipment and straightline method for all other capital assets. The depreciation rates are designed to amortize the cost of the assets over their estimated useful lives as follows:

Buildings 30 to 50 years
Road Equipment 5 to 8 years
Shop Equipment 10 years
Engineering Equipment 4 to 10 years
Office Equipment 4 to 10 years
Infrastructure--Roads 8 to 30 years
Infrastructure--Bridges 12 to 50 years

#### **Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the operating fund statement of net assets.

#### Compensated Absences (Vacation and Sick Leave)

Road Commission employment policies provide for vacation benefits to be earned in varying amounts depending on the number of years of service of the employee. Benefits earned by each employee in the current calendar year are to be paid to the employee in the subsequent calendar year; and are permitted to carry over up to 2 weeks vacation, to be used by June 1<sup>st</sup> of the following year.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE B--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Each regular employee shall earn sick leave with pay at the rate of 8 hours for each month of employment in which the employee works at least 12 days and has qualified as a regular employee. Sick leave may be accumulated without limitation. The Road Commission's sick leave benefits policy provides for payment of 50% of the accumulated benefits, to a maximum of 520 hours, when an employee takes a bona fide retirement or a bona fide disability termination. Those benefits payable upon retirement or disability represent the vested sick leave benefits.

#### **Use of Estimates**

The preparation of financial statements in conformity with U. S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the disclosure of contingent assets and liabilities at the date of the financial statements. These estimates and assumptions also affect the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

#### Deferred Revenue

Deferred revenue represents amounts that do not meet the available criteria, such as grants received before the expenditure is incurred.

#### NOTE C--STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

#### **Budgetary Procedures**

Budgetary procedures are established pursuant to Public Act 2 of 1968, as amended, (MCL 141.421) which requires the County Board of Road Commissioners to approve a budget for the County Road Fund. Pursuant to the Act, the Road Commission's Chief Administrative Officer (managing director) prepares and submits a proposed operating budget to the Board of Road Commissioners for its review and consideration. The board conducts a public budget hearing and subsequently adopts an operating budget. The budget is amended as necessary during the year and is approved by the board. Also, the board has authorized the chief administrative officer to amend the Road Commission's budget when necessary, by transferring up to 15% from one line-item to another. The budget is prepared on the modified accrual basis of accounting, which is the same basis as the financial statements.

#### **Budget Violations**

Public Act 2 of 1968, as amended, requires budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget. Total actual 2006 expenditures exceeded the total amended budget by a total of \$48,449.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE C--STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)

Expenditures by activity that exceeded appropriations are as follows:

|                                 | Final      |            |              |
|---------------------------------|------------|------------|--------------|
|                                 | Budget     | Actual     | Variance     |
|                                 |            |            |              |
| Local Road Construction         |            | \$ 103,000 | \$ (103,000) |
| State Trunkline Maintenance     | \$ 860,000 | 862,864    | (2,864)      |
| State Trunkline Non-Maintenance | 148,000    | 148,410    | (410)        |
| Net Equipment Expense           | 444,302    | 458,640    | (14,338)     |

#### NOTE D--DEPOSITS AND INVESTMENTS

Michigan Compiled Laws 129.91, authorizes the county to deposit and invest in the accounts of Federally insured banks, credit unions, savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements, bankers' acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date of purchase, obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Road Commission has designated three financial institutions for the deposit of Road Commission funds. The investment policy adopted by the board in accordance with Public Act 20 of 1943, as amended, has authorized investment in the instruments described in the preceding paragraph. The Road Commission's deposits and investment policy are in accordance with statutory authority.

At year end, the Road Commission's deposits and investments were reported in the basic financial statements in the following categories:

|  | Operating Fund                 |
|--|--------------------------------|
| Cash<br>Investments<br>Restricted Cash | \$ 113,753<br>1,237,485<br>834 |
| Total                                  | \$ 1,352,072                   |

Restricted cash at September 30, 2006 consists of \$834 in interest earned on the separate bank account that is used for the retirement of the 1999 MTF bond debt.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE D--DEPOSITS AND INVESTMENTS (Continued)

The breakdown between deposits and investments is as follows:

| Bank Deposits (Checking and Savings |             |
|-------------------------------------|-------------|
| Accounts, Certificates of Deposit)  | \$ 114,387  |
| Investments in Money Market and     |             |
| Government Operating Money Market   | 1,237,485   |
| Petty Cash and Cash on Hand         | 200         |
|                                     |             |
| Total                               | \$1,352,072 |

The bank balance of the Road Commission's deposits is \$252,142, of which \$100,834 is covered by Federal depository insurance.

#### <u>Investments Authorized by the Road Commission's Investment Policy</u>

The Road Commission's investment policy only authorizes investment in all those that are authorized by law. The Road Commission has limited their investments to money markets.

#### **Disclosures Relating to Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Road Commission manages its exposure to interest rate risk is by participating in mutual funds which hold diverse investments that are authorized by law for direct investment.

As of September 30, 2006, the Road Commission had the following investments that are nonrisk-categorized:

|                          | Reported     |
|--------------------------|--------------|
|                          | Amount (Fair |
|                          | Value)       |
| Investments              |              |
| Money Market Fund        | \$ 1,237,485 |
| Total Primary Government | \$ 1,237,485 |
| •                        |              |

#### Concentration of Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The mutual funds (money market fund) do not have a rating provided by a nationally recognized statistical rating organization.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE D--DEPOSITS AND INVESTMENTS (Continued)

The investment policy of the Road Commission contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by Michigan law.

#### Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Michigan law and the Road Commission's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits.

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Michigan law and the Road Commission's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools.

#### NOTE E--RESERVE FOR LONG-TERM RECEIVABLES

At September 30, 2006, there was a balance of \$65,000 for long-term receivables. The balance is the result of the Road Commission granting an extended period of time for two townships to pay their township road agreements (\$20,000 for Cornell Township and \$45,000 for Garden Township). Since the amounts are not expected to be received within 60 days, it is reserved from the fund balance available for current operations.

#### NOTE F--RESTATEMENT OF FUND BALANCE AND NET ASSETS

On November 11, 2004, the Michigan County Road Commission Self-Insurance Pool (the pool) made a calculation error when calculating the refund payable to the Road Commission for the year 1994-1995 and subsequently gave the Road Commission excess refunds to which they were not entitled for the periods of 1996 through 2004. The total excess refunds amounted to \$601,431 and was to be repaid by either making annual payments of \$50,000 or applying the amount of the refund to which it was entitled for the preceding fiscal year, which ever is greater. This liability was not reflected on the Road Commission's records in the prior period. A restatement of fund balance and net assets was made to reflect the balance of the liability:

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE F--RESTATEMENT OF FUND BALANCE AND NET ASSETS (Continued)

|                      | Original     |              | Restated    |
|----------------------|--------------|--------------|-------------|
|                      | 09/30/05     | Restatement  | 09/30/05    |
| Fund Balance         |              |              |             |
| Primary Fund Balance | \$ 1,447,167 | \$ (93,389)  | \$1,353,778 |
| Local Fund Balance   | 121,587      | (64,737)     | 56,850      |
| County Fund Balance  | 465,013      | (16,899)     | 448,114     |
|                      |              |              |             |
| Total Fund Balance   | \$ 2,033,767 | \$ (175,025) | \$1,858,742 |

In addition to the above restatement of fund balance/net assets, the September 30, 2005 net assets did not include \$86,677 of accumulated depreciation for the state portion of the chemical facility structures. Listed below is the effect on the net assets at September 30, 2005:

|                              | Original     |              | Restated     |
|------------------------------|--------------|--------------|--------------|
| Net Assets                   | 09/30/05     | Restatement  | 09/30/05     |
| Investment in Capital Assets |              |              |              |
| Net of Related Debt          | \$10,803,225 | \$ (86,679)  | \$10,716,546 |
| Restricted for County Road   | 1,685,924    | (175,025)    | 1,510,899    |
| Total Net Assets             | \$12,489,149 | \$ (261,704) | \$12,227,445 |

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE G--CAPITAL ASSETS

Following is a summary of the changes in the capital assets:

|  | Notes  | Account<br>Balances<br>09/30/05 | Additions    | Deductions   | Account<br>Balances<br>09/30/06 |
|--|--------|---------------------------------|--------------|--------------|---------------------------------|
| Capital Assets Not Being Depreciated   | Tiotes | 07/30/03                        | raditions    | Deductions   | 07/30/00                        |
| Land and Improvements                  |        | \$ 1,410,797                    | \$ 1,565     |              | \$ 1,412,362                    |
| Construction In ProgressInfrastructure | 1      | 133,637                         | 242,702      | \$ 74,365    | 301,974                         |
| Infrastructure Land Improvements       | 1      | 822,541                         | 205,196      |              | 1,027,737                       |
| Subtotal                               |        | 2,366,975                       | \$ 449,463   | 74,365       | 2,742,073                       |
| Capital Assets Being Depreciated       |        |                                 |              |              |                                 |
| <b>Buildings and Improvements</b>      |        | 6,785,221                       | 2,633        |              | 6,787,854                       |
| Road Equipment                         |        | 6,313,142                       | 303,463      | 87,462       | 6,529,143                       |
| Shop Equipment                         |        | 121,422                         | 2,197        | 10,693       | 112,926                         |
| Office Equipment                       |        | 113,073                         | 5,949        | 37,315       | 81,707                          |
| Engineers' Equipment                   |        | 51,531                          |              | 12,598       | 38,933                          |
| InfrastructureBridges                  | 1      | 153,037                         | 1,107,247    |              | 1,260,284                       |
| InfrastructureRoads                    | 1      | 6,992,528                       | 1,617,601    |              | 8,610,129                       |
| Total                                  |        | 20,529,954                      | 3,039,090    | 148,068      | 23,420,976                      |
| Less Accumulated Depreciation          |        |                                 |              |              |                                 |
| Buildings and Improvements             |        | 1,324,471                       | 196,123      |              | 1,520,594                       |
| Road Equipment                         |        | 4,987,526                       | 510,283      | 87,383       | 5,410,426                       |
| Shop Equipment                         |        | 100,519                         | 4,572        | 10,693       | 94,398                          |
| Office Equipment                       |        | 79,926                          | 8,701        | 37,315       | 51,312                          |
| Engineers' Equipment                   |        | 43,306                          | 1,315        | 11,785       | 32,836                          |
| InfrastructureBridges                  |        | 9,129                           | (6,068)      |              | 3,061                           |
| InfrastructureRoads                    |        | 490,506                         | 350,516      |              | 841,022                         |
| Total                                  |        | 7,035,383                       | 1,065,442    | 147,176      | 7,953,649                       |
| Net Capital Assets Being Depreciated   |        | 13,494,571                      | 3,039,090    | 1,066,334    | 15,467,327                      |
| Total Net Capital Assets               |        | \$ 15,861,546                   | \$ 3,488,553 | \$ 1,140,699 | \$ 18,209,400                   |

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE G--CAPITAL ASSETS (Continued)

Note 1: There was a reclassification of the September 30, 2005 infrastructure balances, which removed the land improvements from the capital assets being depreciated to the capital assets not being depreciated, in accordance with the Michigan Department of Treasury's Uniform Chart of Accounts. There was also a restatement in the buildings accumulated depreciation related to the Chemical Storage Facilities, see Note F for more details. Listed below is the effect of the reclassification and restatement to the capital assets:

|                                      | Original     |                  | Adjusted     |
|--------------------------------------|--------------|------------------|--------------|
|                                      | 09/30/05     | Restatement/     | 09/30/05     |
|                                      | Balance      | Reclassification | Balance      |
| Capital Assets Not Being Depreciated |              |                  |              |
| Infrastructure Land Improvements     |              | \$ 822,541       | \$ 822,541   |
| Capital Assets Being Depreciated     |              |                  |              |
| InfrastructureBridges                | \$ 161,092   | (8,055)          | 153,037      |
| InfrastructureRoad                   | 7,807,014    | (814,486)        | 6,992,528    |
| Accumulated Depreciation             |              |                  |              |
| Buildings                            | 1,237,792    | 89,679           | 1,327,471    |
|                                      |              |                  |              |
| Total                                | \$ 9,205,898 | \$ 89,679        | \$ 9,295,577 |

Depreciation expense was charged to programs of the Road Commission as follows:

| Net Equipment Expense                  |      |          |
|--|------|----------|
| Direct Equipment                       | \$   | 510,283  |
| Indirect Equipment                     |      | 173,426  |
| Distributive Expense                   |      | 1,074    |
| Net Administrative Expenses            |      | 21,796   |
| Left and the December of the Francisco |      | 244 440  |
| Infrastructure Depreciation Expense    |      | 344,448  |
| Total Depreciation Expense             | \$ 1 | ,051,027 |

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE H--LONG-TERM DEBT

The changes in long-term debt of the Road Commission may be summarized as follows:

|   | Balances<br>09/30/05    | Additions<br>(Reductions) | Balances<br>09/30/06    | Due Within One Year |
|---|-------------------------|---------------------------|-------------------------|---------------------|
| MTF Bonds Payable<br>Compensated Absences | \$ 5,145,000<br>239,407 | \$ (110,000)<br>(42,342)  | \$ 5,035,000<br>197,065 | \$115,000           |
| Total                                     | \$ 5,384,407            | \$ (152,342)              | \$ 5,232,065            | \$115,000           |

In May 1999, the County of Delta approved a Delta County Road Commission Michigan Transportation Fund Bond Issue for the purpose of constructing Road Commission buildings. The issue was for \$5,690,000, payable over the period 1999 to 2028 at interest rates that range from 4.6% to 7.0%. The annual debt service requirements are as follows:

|           | Principal   | Interest    | Total       |
|-----------|-------------|-------------|-------------|
|           |             |             |             |
| 2007      | \$ 115,000  | \$ 250,180  | \$ 365,180  |
| 2008      | 120,000     | 244,775     | 364,775     |
| 2009      | 125,000     | 239,140     | 364,140     |
| 2010      | 135,000     | 233,160     | 368,160     |
| 2011      | 140,000     | 226,835     | 366,835     |
| 2012      | 150,000     | 220,090     | 370,090     |
| 2013      | 160,000     | 212,725     | 372,725     |
| 2014      | 165,000     | 204,843     | 369,843     |
| 2015      | 175,000     | 196,425     | 371,425     |
| 2016-2020 | 1,030,000   | 835,525     | 1,865,525   |
| 2021-2025 | 1,350,000   | 536,361     | 1,886,361   |
| 2026-2028 | 1,370,000   | 147,081     | 1,517,081   |
|           |             |             |             |
|           | \$5,035,000 | \$3,547,140 | \$8,582,140 |

#### Vacation Benefits

Vacation is earned in varying amounts depending on the number of years of service of an employee. Road Commission policy provides that two weeks of vacation benefits earned in the current calendar year may be carried over to the subsequent calendar year. All carried over vacation must be used by June  $1^{st}$  of the subsequent year.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE H--LONG-TERM DEBT (Continued)

#### Sick Leave Benefits

Each regular full-time employee receives 8 hours of sick leave per month. There is no limitation on the accumulation of unused sick leave time. Any employee who retires at age 60 or becomes disabled with 10 years of service and upon proper notice, shall be paid 50% of their accumulated sick leave, up to a maximum of 520 hours. An employee may use up to 32 hours of sick leave each year as personal leave time.

#### NOTE I--EMPLOYEE PENSION PLANS

#### Description of Plan and Plan Assets

The Delta County Road Commission is in an agent multiple-employer defined benefit pension plan with the Municipal Employees' Retirement System (MERS). The system provides the following provisions: normal retirement, deferred retirement, service retirement allowance, disability retirement allowance, nonduty-connected death, duty-connected death, and post-retirement adjustments to plan members and their beneficiaries. The service requirement is computed using credited service at the time of termination of membership multiplied by the sum of 2.00% times the final average compensation (FAC). The most recent period for which actuarial data was available was for the fiscal year ended December 31, 2005.

#### Nonunion Employees Plan--Description of Plan and Plan Assets

The Delta County Road Commission is in an agent multiple-employer defined benefit pension plan with the Municipal Employees' Retirement System (MERS), administered by the State of Michigan. The system provides the following provisions: normal retirement, deferred retirement, service retirement allowance, disability retirement allowance, nonduty-connected death and post-retirement adjustments to plan members and their beneficiaries. The service requirement is computed using credited service at the time of termination of membership multiplied by the sum of 2.0%, 2.5% and 2.25% times the final average compensation (FAC) for teamsters, administration and managing director and supervisory staff, respectively. The most recent period for which actuarial data was available was for the fiscal year ended December 31, 2005.

MERS was organized pursuant to Section 12a of Public Act 156 of 1851, as amended, (MCL 46.12a) State of Michigan. MERS is regulated under Public Act 427 of 1984, sections of which have been approved by the State Pension Commission. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to the MERS at 1134 Municipal Way, Lansing, Michigan 48917.

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE H-EMPLOYEE PENSION PLANS (Continued)

#### **Funding Policy**

The obligation to contribute to and maintain the system for these employees was established by negotiation with the Road Commission's competitive bargaining unit and personnel policy, which do not require employees to contribute to the plan. The Road Commission is required to contribute at an actuarially determined rate; the rate was 16.99% for teamsters, 56.56% for administrative staff, 10.47% for the managing director and 0% for supervisory (which started in 2004) for the calendar year ending December 31, 2005.

#### **Annual Pension Cost**

During the calendar year ended December 31, 2005, the Road Commission's contributions totaling \$306,330 were made in accordance with contribution requirements determined by an actuarial valuation of the plan as of December 31, 2003. The employer contribution rate has been determined based on the entry age normal funding method. Under the entry age normal cost funding method, the total employer contribution is comprised of the normal cost plus the level annual percentage of payroll payment required to amortize the unfunded actuarial accrued liability over 30 years. The employer normal cost is, for each employee, the level percentage of payroll contribution (from entry age to retirement) required to accumulate sufficient assets at the member's retirement to pay for his projected benefit.

Significant actuarial assumptions used include a long-term investment yield rate of 8%, annual salary increases of 4.5% based on an age-related scale to reflect merit, longevity, and promotional salary increases and the assumption that benefits will increase 2.5% per year (annually) after retirement.

#### Three Year Trend Information for GASB Statement No. 27

| Year   | Annual     | Percentage  | Net        |
|--------|------------|-------------|------------|
| Ended  | Pension    | of APC      | Pension    |
| Dec 31 | Cost (APC) | Contributed | Obligation |
| 2003   | \$ 279,871 | 100%        | \$0        |
| 2004   | 312,118    | 100%        | \$0        |
| 2005   | 306,330    | 100%        | \$0        |

#### Required Supplementary Information for GASB Statement No. 27

|           |             | Actuarial   |              |        |              | UAAL as a  |
|-----------|-------------|-------------|--------------|--------|--------------|------------|
| Actuarial | Actuarial   | Accrued     | Underfunded  |        |              | Percent of |
| Valuation | Value of    | Liability   | AAL          | Funded | Covered      | Covered    |
| Date      | Assets      | (AAL)       | (UAAL)       | Ratio  | Payroll      | Payroll    |
| 12/31/03  | \$2,601,444 | \$5,806,310 | \$ 3,204,866 | 45%    | \$ 1,546,860 | 207%       |
| 12/31/04  | 2,962,602   | 7,057,321   | 4,094,719    | 42%    | 1,752,568    | 234%       |
| 12/31/05  | 3,314,073   | 7,085,690   | 3,771,617    | 47%    | 1,517,923    | 248%       |

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE I--RISK MANAGEMENT

The Road Commission is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries, as well as medical benefits provided to employees. The Road Commission has purchased commercial insurance for medical benefit claims and participates in the Michigan County Road Commission Self-Insurance Pool for claims relating to general liability, excess liability, auto liability, trunkline liability, errors and omissions, physical damage (equipment, buildings and contents) and workers' compensation. Settled claims for the commercial insurance have not exceeded the amount of insurance coverage in any of the past three years.

County road commissions in the State of Michigan established and created a trust fund known as the Michigan County Road Commission Self-Insurance Pool (Pool) pursuant to the provisions of Public Act 138 of 1982. The Pool is to provide for joint and cooperative action relative to members' financial and administrative resources for the purpose of providing risk management services along with property and liability protection. Membership is restricted to road commissions and related road commission activities with the State.

The Michigan County Road Commission Self-Insurance Pool program operates as a common risk-sharing management program for road commissions in Michigan. Member premiums are used to purchase excess insurance coverage and to pay member claims in excess of deductible amounts.

#### **NOTE J--FEDERAL GRANTS**

The Michigan Department of Transportation (MDOT) requires that road commissions report all Federal and State grants pertaining to their county. During the fiscal year ended September 30, 2006, the Federal Grants received and expended by the Road Commission was \$1,191,702 for contracted projects. Contracted projects are defined as projects performed by private contractors paid for and administrated by MDOT. The contracted Federal projects are not subject to single audit requirements by the road commissions, as they are included in MDOT's single audit.

During the fiscal year ended September 30, 2006, the Road Commission received and expended Federal grants in the amount of \$45,122 for negotiated projects. Negotiated projects are projects that are performed by the Road Commission and are subject to single audit requirements, if the amount expended is \$500,000 or more. A single audit was not performed during the fiscal year ended September 30, 2006.

#### **EXHIBIT G**

#### DELTA COUNTY ROAD COMMISSION REQUIRED SUPPLEMENTAL INFORMATION SCHEDULE OF REVENUES--BUDGET AND ACTUAL For the Year Ended September 30, 2006

|                                       | Original<br>Adopted<br>Budget | Final<br>Amended<br>Budget | Actual       | Variance<br>Favorable<br>(Unfavorable) |
|---------------------------------------|-------------------------------|----------------------------|--------------|--|
| Licenses and Permits Permits          | \$ 15,000                     | \$ 15,000                  | \$ 15,065    | \$ 65                                  |
| remits                                | \$ 15,000                     | \$ 13,000                  | \$ 15,005    | φ 03                                   |
| Federal Grants                        |                               |                            |              |  |
| Contracted                            |                               |                            |              |  |
| Critical Bridges                      | 400,000                       | 200,250                    | 200,000      | (250)                                  |
| Surface Transportation Program        | 800,000                       | 775,484                    | 761,519      | (13,965)                               |
| Economic Development D Funds          | 300,000                       | 234,200                    | 230,183      | (4,017)                                |
| Negotiated                            |                               |                            |              |  |
| Forest Highway Funds                  | 110,000                       | 45,000                     | 45,122       | 122                                    |
| State Grants                          |                               |                            |              |  |
| Michigan Transportation Fund          |                               |                            |              |  |
| Engineering                           | 10,000                        | 10,000                     | 10,000       | -                                      |
| Primary Road                          | 2,575,000                     | 2,492,000                  | 2,518,147    | 26,147                                 |
| Local Road                            | 1,175,000                     | 1,095,000                  | 1,108,958    | 13,958                                 |
| Urban Primary                         | 140,000                       | 136,000                    | 138,126      | 2,126                                  |
| Urban Local                           | 60,000                        | 58,000                     | 60,897       | 2,897                                  |
| Snow Removal                          | 40,000                        | 34,000                     | 35,944       | 1,944                                  |
| Critical Bridge                       | 345,000                       | 258,300                    | 259,623      | 1,323                                  |
| Economic Development Fund             |                               |                            |              |  |
| Rural Primary (D)                     | 175,000                       | 167,500                    | 163,046      | (4,454)                                |
| Forest Road (E)                       | 187,500                       | 187,500                    | 187,483      | (17)                                   |
| Target Industries (A)                 | -                             | 15,829                     | 15,829       | -                                      |
| ContributionsLocal Units              |                               |                            |              |  |
| Townships                             | 435,000                       | 507,000                    | 448,939      | (58,061)                               |
| Charges for Services                  |                               |                            |              |  |
| State Trunkline Maintenance           | 1,000,000                     | 860,000                    | 863,023      | 3,023                                  |
| State Trunkline Non-Maintenance       | -                             | 148,000                    | 148,410      | 410                                    |
| Subdivision and Road Abandonment Fees | -                             | 665                        | 990          | 325                                    |
| Salvage Sales                         | 2,500                         | 2,500                      | 2,301        | (199)                                  |
| Interest and Rents                    |                               |                            |              |  |
| Interest Earned                       | 25,000                        | 54,000                     | 53,053       | (947)                                  |
| Other Revenue                         |                               |                            |              |  |
| Contributions From Other Sources      |                               | 59,690                     | 224,023      | 164,333                                |
| Gain on Equipment Disposals           | 5,000                         | 16,650                     | 15,878       | (772)                                  |
| Total Revenues                        | 7,800,000                     | 7,372,568                  | \$ 7,506,559 | \$ 133,991                             |
| Fund BalanceOctober 1, 2005           | 1,847,839                     | 1,847,839                  |              |  |
| Total Budget                          | \$ 9,647,839                  | \$ 9,220,407               |              |  |

#### **EXHIBIT H**

# DELTA COUNTY ROAD COMMISSION REQUIRED SUPPLEMENTAL INFORMATION SCHEDULE OF EXPENDITURES--BUDGET AND ACTUAL

For the Year Ended September 30, 2006

|  | Original<br>Adopted<br>Budget | Final<br>Amended<br>Budget | Acti                   | ıal                       | Variance<br>Favorable<br>(Unfavorable) |
|--|-------------------------------|----------------------------|------------------------|---------------------------|--|
| Primary Road   |                               |                            |                        |                           |  |
| Preservation/Structural Improvements<br>Routine and Preventive Maintenance | \$ 1,742,450<br>1,028,500     | \$ 1,421,184<br>1,523,458  |                        | \$ 1,400,489<br>1,523,359 | \$ 20,695<br>99                        |
| Local Road   |                               |                            |                        |                           |  |
| Construction/Capacity Improvements   |                               | -                          |                        | 103,000                   | (103,000)                              |
| Preservation/Structural Improvements<br>Routine and Preventive Maintenance | 508,800<br>900,800            | 449,022<br>1,092,589       |                        | 419,446<br>1,086,519      | 29,576<br>6,070                        |
| Primary Road Structure   |                               |                            |                        |                           |  |
| Preservation/Structural Improvements                                       | 1,139,780                     | 1,186,033                  |                        | 1,172,270                 | 13,763                                 |
| Routine and Preventive Maintenance   | 1,500                         | 1,500                      |                        | 1,048                     | 452                                    |
| Local Road Structure   |                               |                            |                        |                           |  |
| Preservation/Structural Improvements                                       | 3,200                         | 3,200                      |                        | 3,177                     | 23                                     |
| Routine and Preventive Maintenance   | 3,200                         | 3,200                      |                        | 3,040                     | 160                                    |
| State Trunkline  |                               |                            |                        |                           |  |
| Maintenance  | 1,000,000                     | 860,000                    |                        | 862,864                   | (2,864)                                |
| Non-Maintenance  | -                             | 148,000                    |                        | 148,410                   | (410)                                  |
| Maintenance for Other Units  |                               | 21,500                     |                        | 21,388                    | 112                                    |
| Equipment ExpenseNet   | 298,000                       | 444,302                    |                        |                           |  |
| Direct   |                               |                            | \$ 965,474             |                           |  |
| Indirect   |                               |                            | 640,790                |                           |  |
| Operating Less: Equipment Rentals  |                               |                            | 288,540<br>(1,436,164) | 458,640                   | (14,338)                               |
| less. Equipment Remais   |                               |                            | (1,430,104)            | 430,040                   | (14,336)                               |
| Distributive Expense   | 930,000                       | -                          |                        | -                         | -                                      |
| Administrative ExpenseNet  |                               |                            |                        |                           |  |
| Administrative Expense   | 201,000                       | 359,119                    | 489,760                | 358,421                   | 698                                    |
| Less: OverheadState Trunkline<br>OverheadOther                             |                               |                            | (127,639)<br>(3,700)   |                           |  |
| Capital OutlayNet  | (201,000)                     | (391,150)                  |                        |                           |  |
| Capital Outlay   | (===,===)                     | (=,=,==,)                  | 315,807                |                           |  |
| Less: Depreciation Credits   |                               |                            | (706,579)              |                           |  |
| Equipment Retirements  |                               |                            | (892)                  | (391,664)                 | 514                                    |
| Debt Service   |                               |                            |                        |                           |  |
| Principal  | 110,000                       | 110,000                    |                        | 110,000                   | -                                      |
| Interest   | 256,538                       | 256,538                    |                        | 256,537                   | 1                                      |
| Total Expenditures   | 7,922,768                     | 7,488,495                  |                        | \$ 7,536,944              | \$ (48,449)                            |
| Fund BalanceSeptember 30, 2006   | 1,725,071                     | 1,731,912                  |                        |                           |  |
| Total Budget   | \$ 9,647,839                  | \$ 9,220,407               |                        |                           |  |

#### DELTA COUNTY ROAD COMMISSION ANALYSIS OF CHANGES IN FUND BALANCES For the Year Ended September 30, 2006

|   | Primary<br>Road Fund | Local<br>Road Fund | County<br>Road<br>Commission | Total       |
|---|----------------------|--------------------|------------------------------|-------------|
| Total Revenues                                  | \$ 4,618,398         | \$ 1,823,971       | \$1,064,190                  | \$7,506,559 |
| Total Expenditures                              | 4,557,574            | 1,871,272          | 1,108,098                    | 7,536,944   |
| Excess of Revenues Over<br>(Under) Expenditures | 60,824               | (47,301)           | (43,908)                     | (30,385)    |
| Fund BalanceOctober 1, 2005                     | 1,447,167            | 121,587            | 465,014                      | 2,033,768   |
| Restatement to Beginning Fund Balance           | (93,389)             | (64,737)           | (16,899)                     | (175,025)   |
| Restated Fund BalanceOctober 1, 2005            | 1,353,778            | 56,850             | 448,115                      | 1,858,743   |
| Fund BalanceSeptember 30, 2006                  | \$ 1,414,602         | \$ 9,549           | \$ 404,207                   | \$1,828,358 |

#### **EXHIBIT J**

### DELTA COUNTY ROAD COMMISSION ANALYSIS OF REVENUES

For the Year Ended September 30, 2006

|                                       | Primary     | Local       | County<br>Road |             |  |
|---------------------------------------|-------------|-------------|----------------|-------------|--|
|                                       | Road Fund   | Road Fund   | Commission     | Total       |  |
| Licenses and Permits                  |             |             |                |             |  |
| Permits                               |             |             | \$ 15,065      | \$ 15,065   |  |
| Federal Grants                        |             |             |                |             |  |
| Contracted                            |             |             |                |             |  |
| Hazard Elimination Funds              | \$ 200,000  |             |                | 200,000     |  |
| Surface Transportation Program        | 761,519     |             |                | 761,519     |  |
| Economic Development D Funds          | 230,183     |             |                | 230,183     |  |
| Negotiated                            |             |             |                |             |  |
| Forest Highway Funds                  | 23,734      |             | 21,388         | 45,122      |  |
| State Grants                          |             |             |                |             |  |
| Michigan Transportation Fund          |             |             |                |             |  |
| Engineering                           | 6,940       | \$ 3,060    |                | 10,000      |  |
| Allocation                            | 2,518,147   | 1,108,958   |                | 3,627,105   |  |
| Urban                                 | 138,126     | 60,897      |                | 199,023     |  |
| Snow Removal                          | -           | 35,944      |                | 35,944      |  |
| Critical Bridge Funds                 | 259,623     | -           |                | 259,623     |  |
| Economic Development Fund             |             |             |                |             |  |
| Rural Primary (D)                     | 163,046     | -           |                | 163,046     |  |
| Forest Road (E)                       | 187,483     | -           |                | 187,483     |  |
| Target Industries (A)                 | 15,829      | -           | -              | 15,829      |  |
| Contributions From Local Units        |             |             |                |             |  |
| Townships                             | -           | 448,939     | -              | 448,939     |  |
| Charges for Services                  |             |             |                |             |  |
| State Trunkline Maintenance           |             |             | 863,023        | 863,023     |  |
| State Trunkline Non-Maintenance       |             |             | 148,410        | 148,410     |  |
| Subdivision and Road Abandonment Fees |             | 990         |                | 990         |  |
| Salvage Sales                         |             |             | 2,301          | 2,301       |  |
| Interest and Rents                    |             |             |                |             |  |
| Interest Earned                       | 40,055      | 160         | 12,838         | 53,053      |  |
| Other Revenue                         |             |             |                |             |  |
| Private Contributions                 | 59,000      | 165,023     |                | 224,023     |  |
| Gain on Equipment Disposal            | 14,713      | ,           | 1,165          | 15,878      |  |
| Total Revenues                        | \$4,618,398 | \$1,823,971 | \$ 1,064,190   | \$7,506,559 |  |

# DELTA COUNTY ROAD COMMISSION ANALYSIS OF EXPENDITURES

For the Year Ended September 30, 2006

|  | Primary<br>Road Fund      | Local<br>Road Fund | County<br>Road<br>Commission | Total                     |
|--|---------------------------|--------------------|------------------------------|---------------------------|
| Primary Road   |                           |                    |                              |                           |
| Preservation/Structural Improvements<br>Routine and Preventive Maintenance | \$ 1,400,489<br>1,523,359 |                    |                              | \$ 1,400,489<br>1,523,359 |
| Local Road   |                           |                    |                              |                           |
| Construction/Capacity Improvements   |                           | \$ 103,000         |                              | 103,000                   |
| Preservation/Structural Improvements                                       |                           | 419,446            |                              | 419,446                   |
| Routine and Preventive Maintenance   |                           | 1,086,519          |                              | 1,086,519                 |
| Primary Road Structures  |                           |                    |                              |                           |
| Preservation/Structural Improvements                                       | 1,172,270                 |                    |                              | 1,172,270                 |
| Routine and Preventive Maintenance   | 1,048                     |                    |                              | 1,048                     |
| Local Road Structures  |                           |                    |                              |                           |
| Preservation/Structural Improvements                                       |                           | 3,177              |                              | 3,177                     |
| Routine and Preventive Maintenance   |                           | 3,040              |                              | 3,040                     |
|  |                           |                    |                              |                           |
| State Trunkline  |                           |                    | Φ 0.62.064                   | 0.62.064                  |
| Maintenance<br>Non-Maintenance   |                           |                    | \$ 862,864<br>148,410        | 862,864                   |
| Non-Maintenance  |                           |                    | 148,410                      | 148,410                   |
| Maintenance for Other Units  |                           |                    | 21,388                       | 21,388                    |
|  |                           |                    |                              |                           |
| Equipment ExpenseNet   | 15.501                    | 151515             | 107.044                      | 150 510                   |
| (Per Exhibit H)  | 176,531                   | 154,745            | 127,364                      | 458,640                   |
| Administrative ExpenseNet  |                           |                    |                              |                           |
| (Per Exhibit H)  | 257,076                   | 101,345            |                              | 358,421                   |
| Comital Outlay, Nat  |                           |                    |                              |                           |
| Capital OutlayNet<br>(Per Exhibit H)                                       | (339,736)                 |                    | (51,928)                     | (391,664)                 |
| (1 et Exhibit 11)  | (339,730)                 |                    | (31,928)                     | (391,004)                 |
| Debt Service   |                           |                    |                              |                           |
| Principal  | 110,000                   |                    |                              | 110,000                   |
| Interest   | 256,537                   |                    |                              | 256,537                   |
| Total Expenditures   | \$ 4,557,574              | \$ 1,871,272       | \$ 1,108,098                 | \$ 7,536,944              |



JENNIFER M. GRANHOLM
GOVERNOR

ROBERT J. KLEINE STATE TREASURER

January 18, 2007

Delta County Road Commission Board of County Road Commissioners 3000 32<sup>nd</sup> Avenue North Escanaba, Michigan 49829-9315

RE: Report on Internal Control Over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance With Government Auditing Standards

#### Dear Board Members:

We have audited the financial statements of the Delta County Road Commission, a component unit of Delta County, as of and for the year ended September 30, 2006, and have issued our report thereon dated January 18, 2007. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Delta County Road Commission's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide an opinion on the effectiveness of internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Delta County Road Commission's internal control over financial reporting.

Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all matters in the internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we noted certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that could adversely affect the Delta County Road Commission's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a

Delta County Road Commission January 18, 2007 Page 2

misstatement of the Delta County Road Commission's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies described in the accompanying comments and recommendations to be significant deficiencies in internal control over financial reporting which are listed as 06-1, through 06-2.

A material weakness is a significant deficiency or combination of significant deficiencies, which results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Delta County Road Commission's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily identify all significant deficiencies that are also considered to be material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Delta County Road Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that are required to be reported under <u>Government Auditing Standards</u>, and which are described in the accompanying comments and recommendations as items 06-05.

We also noted "Other Matters" that we reported to the management of Delta County Road Commission's in the accompanying comments and recommendations as items 06-03 and 06-04.

This report is intended solely for the information of the Delta County Board of Road Commissioners, the Road Commission's management and others within the Road Commission and Federal and State awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Cary Jay Vaughn, CPA, CGFM

Audit Manager

Local Audit and Finance Division

#### COMMENTS AND RECOMMENDATIONS

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that could adversely affect the Delta County Road Commission's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Delta County Road Commission's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. Listed below are significant deficiencies in the internal control.

#### **SIGNIFICANT DEFICIENCIES**

#### Receipting Transaction Cycle

*Finding 06-01* 

#### Condition:

- 1. One person is involved in writing receipts, preparing transmittal advices, posting receipts and reconciling the receipts with the receipt register, transmittal advice and county treasurer's receipt.
- 2. The receipts register does not contain receipt numbers, so it is difficult to scan the register to verify that all receipt numbers are accounted for.
- 3. Voided receipts are not kept "intact," and an explanation for the void is not indicated along with supervisory approval for the voided receipt.
- 4. Not all monies received by the Road Commission are receipted for immediately upon receipt (state checks).

Criteria: Strong internal controls provide for the reliability of financial reporting, safeguarding of vulnerable assets, accurate and timely reporting of transactions, segregation of duties, access restrictions to and accountability for resources and records and proper documentation of transactions. The Michigan Department of Treasury, Uniform Accounting Procedures Manual states, "All copies of voided or canceled receipts must be retained in the receipt book." Strong internal control activities require for the maintenance of original source documentation to be kept intact. According to the Michigan Department of Treasury, Uniform Accounting Procedures Manual, it states, in part "if computerized receipts are issued, all receipts triplicate copies should be printed and retained in numerical order."

Recommendation: We recommend that the Road Commission implement the following procedures as necessary:

- a) Segregating the duties of receipting, preparing the transmittal, posting receipts and reconciling monthly receipts.
- b) All copies of voided receipts are properly voided and kept intact and an explanation given for the reason for the "void" as well as supervisory approval.
- c) Account for the sequence of receipt numbers.
- d) All monies received by the road commission should be receipted for immediately upon receipt (this should include state checks).

#### COMMENTS AND RECOMMENDATIONS

#### **SIGNIFICANT DEFICIENCIES** (Continued)

<u>Inventory</u> Finding 06-02

Condition: We randomly selected 25 stock items from the 110 inventory account and 1 from the Sign Inventory. We compared the inventory status report with the actual counts to determine the accuracy of the inventory status reports.

*Findings:* There were 7 out of 25 inventory items that were not in agreement with the inventory status report and one discrepancy with the sign inventory. The discrepancies were over and under the inventory status report. However, the net dollar value was not significant when projecting the error to the population. There are weaknesses in the internal control over inventory that resulted in the variances found.

*Criteria*: All assets must be safeguarded and detailed records must be reconciled to control totals.

*Recommendation:* We recommend that physical inventory be performed on the faster moving parts as well as high priced inventory (culverts/signs) on a more frequent basis. More care should be taken when conducting the physical inventory for parts (which was an explanation for two of the variances).

#### OTHER MATTERS

#### **Board of Commissioners Compensation**

*Finding 06-03* 

Condition: The county board of commissioners approved the Road Commissioners compensation to include the same per diem policy as the county board of commissioners plus necessary mileage at the board approved rate. The Road Commission pays the travel compensation through the vendor invoice system instead of payroll.

*Criteria:* Travel to and from meetings is not authorized unless part of the original compensation package. Per IRS rules and regulations all compensation is taxable and shall be reported as wages.

*Recommendation:* We recommend that the Road Commission include the travel compensation for in house meetings as part of the payroll system.

Investment Policy Finding 06-04

Condition: The Road Commission does not have an updated investment policy that contains credit risk assessments and disclosures for investments as required by GASB Statement No. 40. The Road Commission does not have a Check 21 Act policy approved by the board.

#### COMMENTS AND RECOMMENDATIONS

#### **OTHER MATTERS** (Continued)

*Criteria:* For years beginning after June 30, 2004, GASB Statement No. 40 requires governmental units to have an investment policy that contains investment risk assessments and additional disclosure requirements for investments.

Check 21 Act allows banks to transmit checks for payment electronically and requires entities to have a policy that addresses electronic checks.

Recommendation: We recommend that the Road Commission use the 2006 "Uniform Accounting Procedures Manual for County Road Commissioners" to formulate an updated investment policy that includes the requirements for GASB Statement No. 40 and have the board adopt the new policy. We also recommend that the board adopt a policy that addresses electronic checks.

#### NONCOMPLIANCE WITH STATE STATUTES

Our review and study for compliance with State statutes and regulations revealed the following noncompliance procedures:

Budget Violation Finding 06-05

During the fiscal year ended September 30, 2006, expenditures were incurred in excess of amounts appropriated in the amended budgets as follows:

| <u>Activity</u>                 | Budget     | Actual     | Variance     |
|---------------------------------|------------|------------|--------------|
|                                 |            |            |              |
| Local Road Construction         |            | \$ 103,000 | \$ (103,000) |
| State Trunkline Maintenance     | \$ 860,000 | 862,864    | (2,864)      |
| State Trunkline Non-Maintenance | 148,000    | 148,410    | (410)        |
| Equipment ExpenseNet            | 444,302    | 458,640    | (14,338)     |

*Criteria:* The expenditure of funds in excess of appropriations is contrary to the provisions of Public Act 2 of 1968, as amended. The act requires the board of commissioners to make budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget.

*Directive:* We direct the Road Commission to develop budgetary control procedures which will ensure that expenditures do not exceed amounts authorized in the General Appropriations Act or amendments thereof.